

## **Bed Reclassification**

Bed reclassifications are a change in the status of existing beds that does not require an increase in bed capacity, decrease in bed classification, or a bed conversion. This transaction requires:

- Letter specifically outlining the bed change being requested.
- Facility Floor Plan representing the proposed bed configuration.
- Bed Inventory (State Form 4332) representing the proposed bed configuration.
- The effective date of change in bed configuration.